

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MARICOPA COUNTY

IN THE MATTER OF THE)	
ADMINISTRATION OF PROBATE)	ADMINISTRATIVE ORDER
ACCOUNTING FORMS AND)	
PROCEDURES)	
_____)	NO. 2005- 092

Pursuant to Superior Court Local Rules of Practice for Maricopa County, Rule 5.3, Approval of Forms and Informational Guides, the Presiding Judge of the Probate/Mental Health Department, by administrative order, may approve forms for use in connection with matters arising under Title 14, Arizona Revised Statutes. The Court's Self-Service Center currently provides forms and instructions for use in the submission of accountings required in conservatorship cases.

In furtherance of the Department's goal of protecting the estates of vulnerable persons from financial exploitation and to better oversee the reliability and accountability of fiduciaries who submit accountings for review and approval by the Court,

IT IS ORDERED that beginning July 1, 2005, any accounting submitted for court approval under Title 14, Arizona Revised Statutes, shall be accompanied by the following documents which shall not be filed with the accounting, but shall accompany the copy of the accounting provided for the Court Accountant:

1. A copy of the statement for each account listed in the accounting which includes the ending date of the accounting period;
2. A proposed form of order. The order shall include provisions that allow the court to set:
 - (a) the date that the next accounting shall be due;
 - (b) the dates that the next accounting period shall cover;
 - (c) the increase or decrease amount of the fiduciary bond, if appropriate.

IT IS FURTHER ORDERED directing Probate Court Administration and the Self-Service Center to revise all accounting forms and instructions for use in Title 14 cases to reflect the foregoing changes in accounting procedures and forms.

IT IS FURTHER ORDERED directing that the revised accounting forms and instructions be made available through the Court's Self-Service Center by June 15, 2005.

DATED this _____ day of June 2005.

Honorable Karen L. O'Connor
Presiding Judge for Probate/Mental Health

Original: Clerk of the Superior Court

Copies: Honorable Colin F. Campbell, Presiding Judge
Honorable Barbara R. Mundell, Presiding Judge Designate
Marcus Reinkensmeyer, Trial Courts Administrator
Bob James, Court Administrator for the Self-Service Center
Diana Clarke, Court Administrator for Probate/Mental Health
Maridel Soileau, Probate Registrar
Judges and Commissioners for Probate/Mental Health Department